

# AnnCat – Analytical cataloguing

## 1 Introduction

This document provides a smooth workflow for creating analytical entries. This functionality can be used for describing various types of information; in general, it pertains to describing parts of a work as separate records. So it can be used for example for describing tracks on a music medium (LP, audio cassette, CD) as well as for articles in books or in periodicals.

In the library world this way of describing parts of a whole is known as "analytical cataloguing" or "descriptions of analytical entries". In this document the terms "master record" and "analytical entry" are used. The workflow is explained based on a specific example of analytical cataloguing for a CD in the *Smart format*. "Master record" is the CD; "analytical entry" is the track on a CD.

Two AFO's are relevant to analytical cataloguing AFO 153 for Template Management and AFO 111 for Cataloguing.

### **Please note**

This functionality is only available for Smart and UniMARC formats. It is not compatible with MARC21.

## 2 Setup in AFO 153

In Template Management (AFO 153) you can define specific templates, in this example CD/Master and CD/Track are used:

V-smart [ 2.0.01 ] - Windows Internet Explorer

Id: 1.21001/8120 User: Tineke Location: PNB/BD AFO: 153

V-smart

Settings Exit

Defined record templates

No.	Template name	Format	Template type	Active	Apply again at	Linked template	Comments
<input type="checkbox"/>	1 ldaughter	UniMarc/B	Public	Yes			
<input type="checkbox"/>	2 lmother	UniMarc/B	Public	Yes		lddaughter	
<input type="checkbox"/>	3 AA	UniMarc/B	Public	Yes			
<input type="checkbox"/>	4 AAA	UniMarc/B	Private	Yes			
<input type="checkbox"/>	5 AAAAA	UniMarc/B	Private	Yes			
<input type="checkbox"/>	6 AMONO	UniMarc/B	Public	Yes			
<input type="checkbox"/>	7 AMONO2	UniMarc/B	Public	Yes			
<input type="checkbox"/>	8 Australian Fiction	Smart	Public	Yes			
<input type="checkbox"/>	9 Australian Non-Fiction	Smart	Public	Yes			
<input type="checkbox"/>	10 BSNF	MARC21/B	Public	Yes			Bridget's non-fiction
<input type="checkbox"/>	11 BSNFIC	MARC21/B	Public	Yes			Bridget's fiction
<input type="checkbox"/>	12 BSNVIDEO	MARC21/B	Public	Yes			Bridget's videos
<input type="checkbox"/>	13 CD's	Smart	Public	Yes			
<input type="checkbox"/>	14 CD/MASTER	Smart	Public	Yes			
<input type="checkbox"/>	15 CD/TRACK	Smart	Public	Yes			
<input type="checkbox"/>	16 Default-Dublin Core	Dublin Core	Public	Yes			
<input type="checkbox"/>	17 Default-MARC21/B	MARC21/B	Public	Yes			
<input type="checkbox"/>	18 Default-MARC21/CI	MARC21/CI	Public	Yes			
<input type="checkbox"/>	19 Default-Marc21Bcustom	Marc21Bcustom	Public	Yes			

Done

Record Actions Edit CD/MASTER.\*

Language Publication eng [English]  
Original

Title Main title  
Gen. mat. 3 [CD]  
Parallel title  
Subtitle  
Resp. [1st.]  
Resp. [>1st.]

Author [pri.] Function 040 [Artist]  
Last name  
First name  
Authority

Record Actions Edit CD/TRACK.\*

Language Publication eng  
Original

Title Gen. mat. 35 [Track]  
Main title  
Parallel title  
Subtitle  
Resp. [1st.]  
Resp. [>1st.]

Author [pri.] Authority  
Function  
Last name  
First name

Once the two templates have been created, you need to establish a link between them. Select the "master" template and then the option **Link analytical entries**, a form will appear:

The screenshot shows a web browser window with the title "V-smart [ 2.0.01 ] -- Webpage Dialog". The main content area is titled "Link template for analytical entries" and contains the following fields and controls:

- Link template for analytical entries:** A dropdown menu currently showing "CD/TRACK".
- Copy these fields to new analytical entries:** A list box containing the numbers 101, 200, 205, 210, 215, 300, and 303.
- Copy these fields to existing analytical entries:** A second list box containing the same numbers: 101, 200, 205, 210, 215, 300, and 303.
- Publication type of the analytical entries:** A text input field containing the number "6".
- Relation type in analytical entries:** A dropdown menu currently showing "Absorbed in part".
- Fill automatically the volume number:** A checkbox that is checked.
- Save settings:** A checkbox that is unchecked.
- Buttons:** On the right side, there are three buttons: "OK", "Cancel", and "Help".

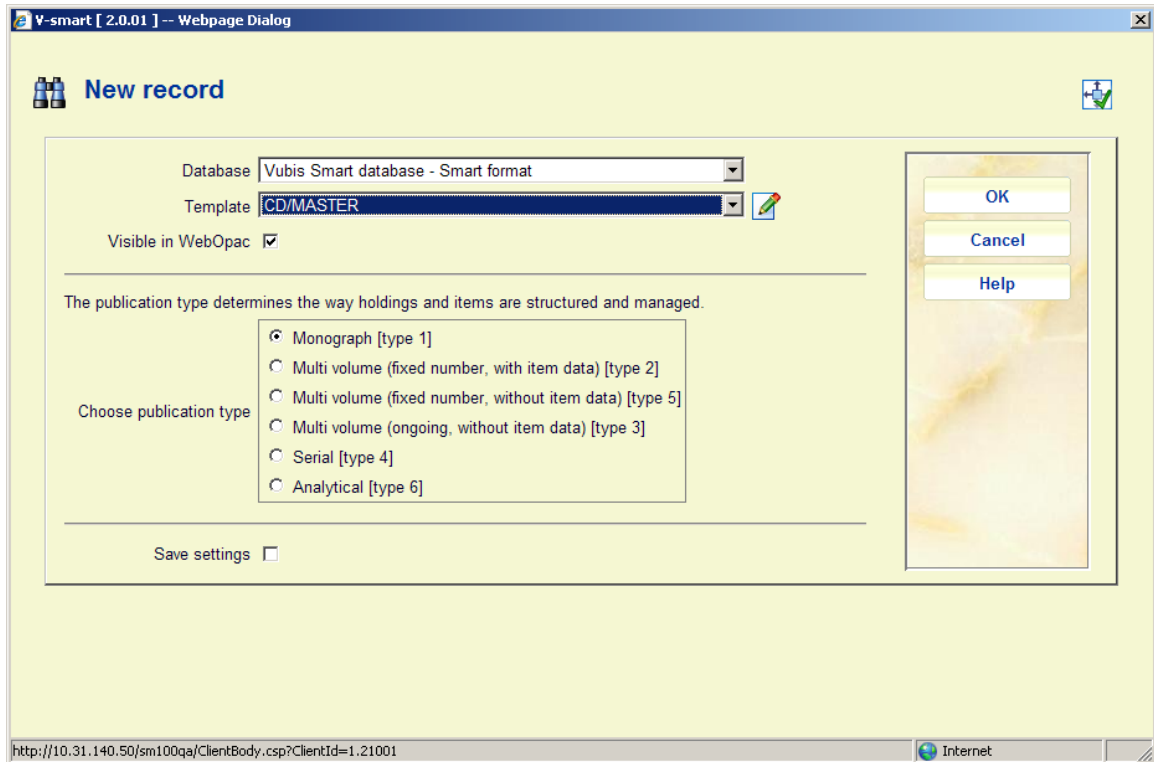
The browser's address bar at the bottom shows the URL: <http://10.31.140.50/sm100qa/ClientBody.csp?ClientId=1.21001> and the status bar shows "Internet".

Select the correct template from the dropdown list under **Link template for analytical entries**. Select the correct **Relation type**, for our Smart format example this must be set to "Absorbed in part". The publication type for our example is 6, but you can use other types as well. See the help for AFO 111 for an explanation of all six valid publication types.

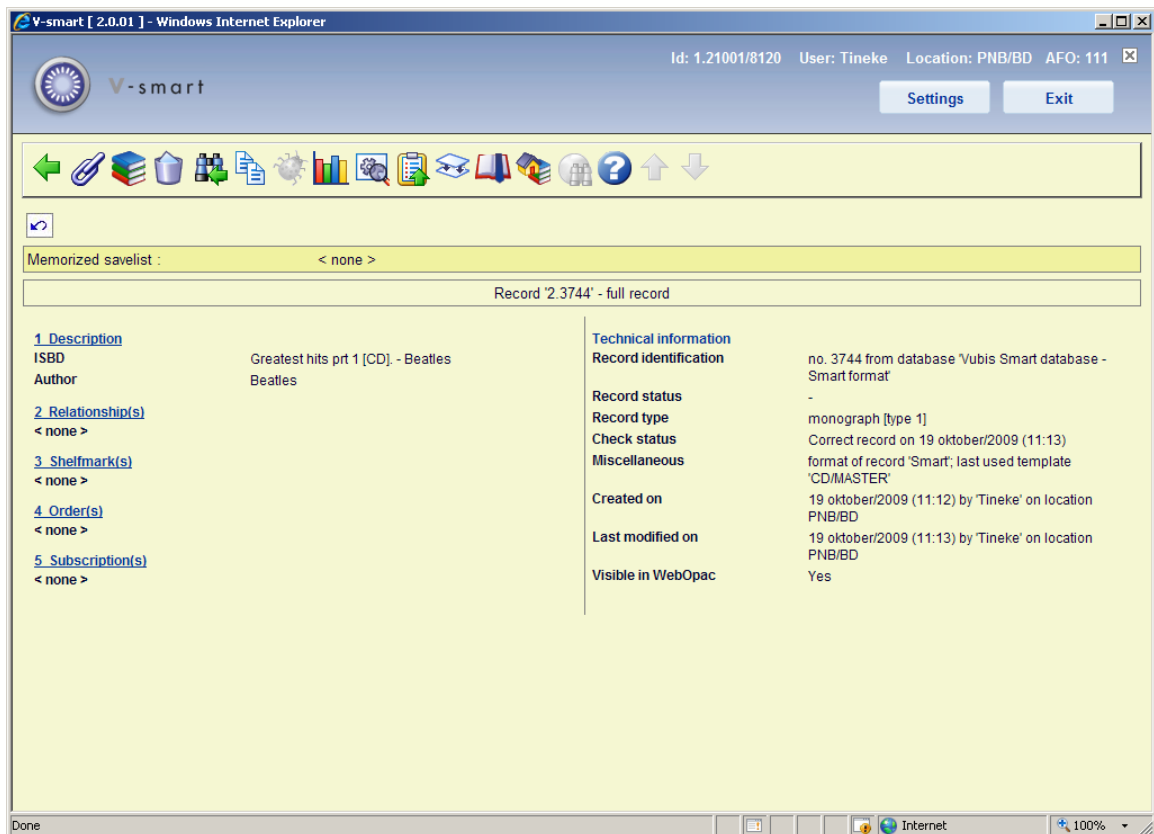
### 3 Cataloguing in AFO 111

Whenever a record is created or edited that uses a template that has a link template defined as described above, there will be an option for creating analytical entries.

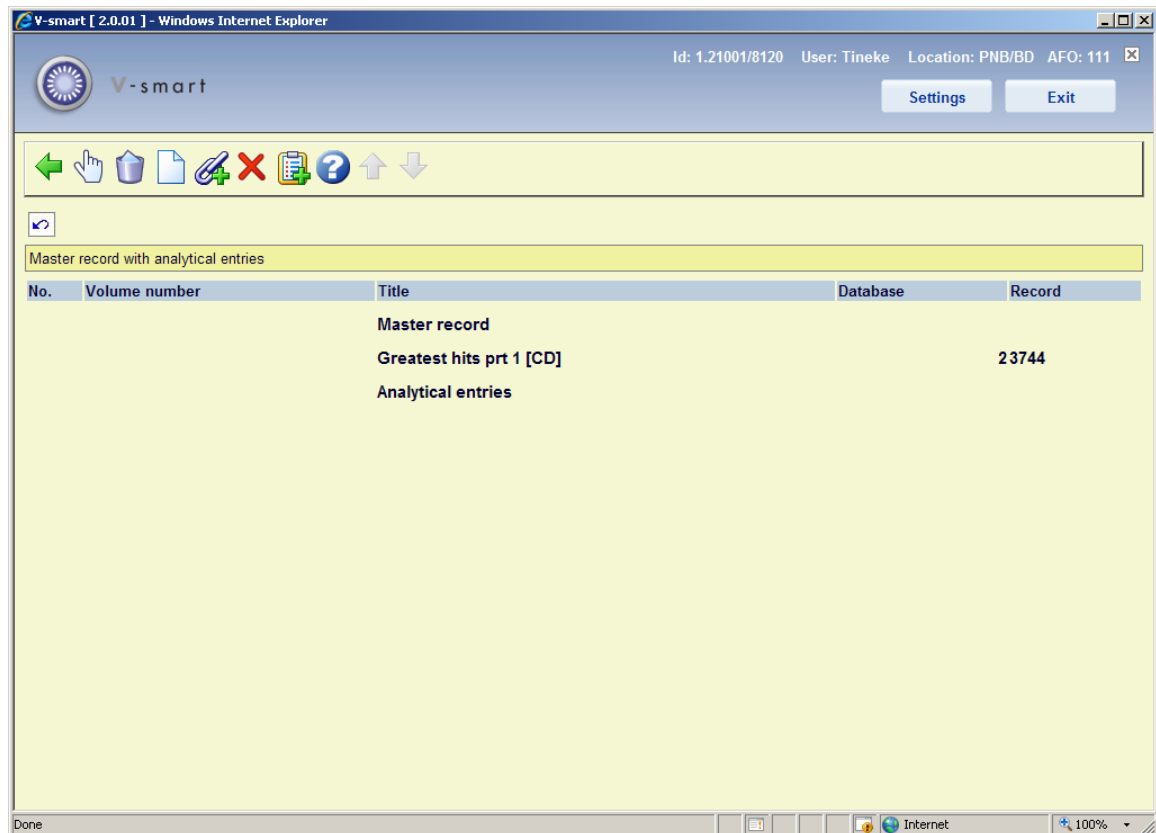
As an example we create a new record using the template CD/Master:



For our example we use type 1 (monograph), but other types are valid as well:



An additional option is available on the overview screen, **Link analytical entries**. After selecting this option a new screen is displayed:



## Options on the screen

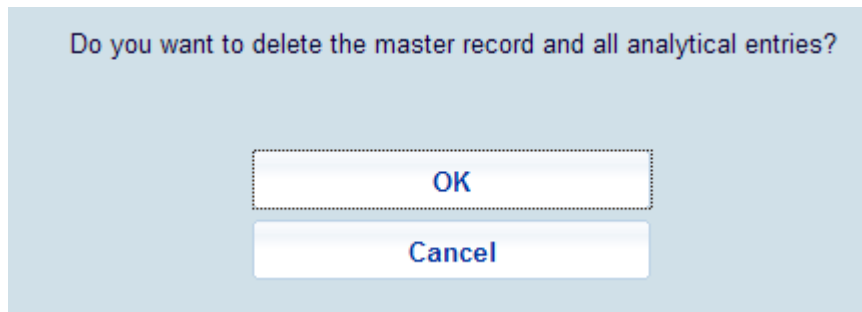
**Modify:** Select a line and then this option to modify the entry. See the sections on adding and linking entries for more information.

**Delete:** Select a line and then this option to delete the entry. The system prompts for confirmation.

**Add analytics:** Use this option to create a new record to be linked to the master. See section 3.1.

**Link existing analytics:** Use this option to create a link with an existing record. See section 3.2.

**Delete everything:** This action will delete the master record (always) and the analytical entries as far as they don't have other relations with bibliographic records; a warning is displayed:

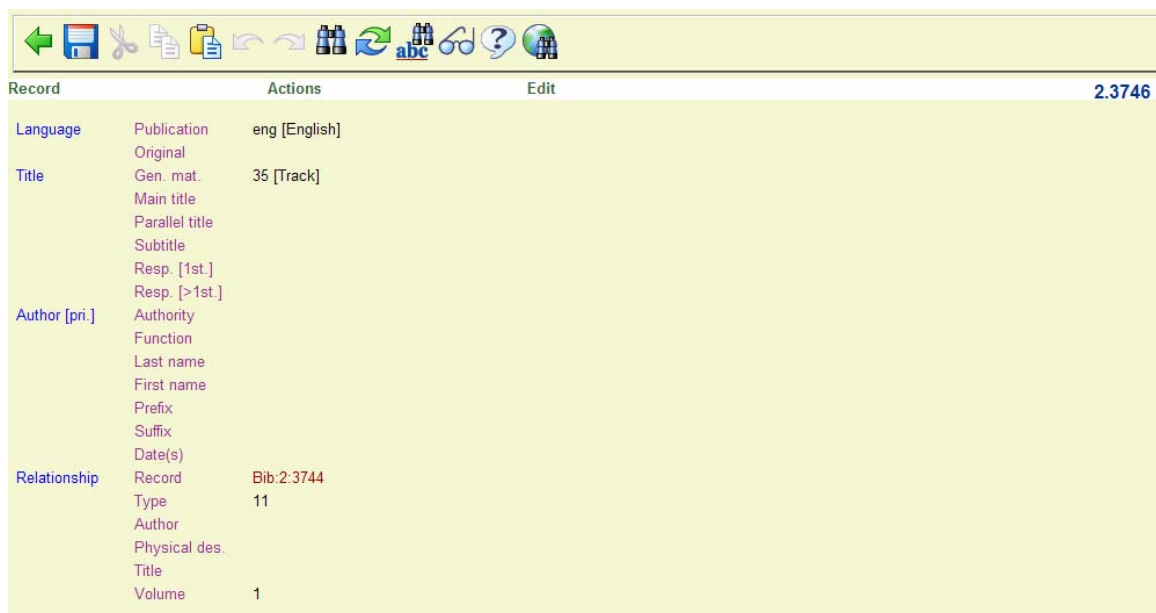


**Record to savelist:** Select one or more analytical entries and then this option to put them in a savelist.

### 3.1 Add analytics

As an example we're going to add the first analytical entry, a track on the CD.

After you select this option the application shows the record editor. The template as defined as link template is shown:



Two types of information are already filled in:

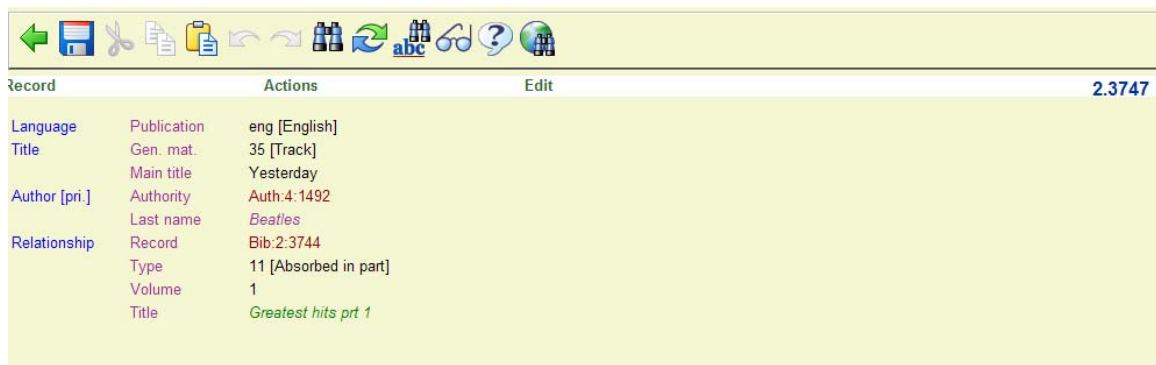
- The fields to copy, as defined in AFO 153, are filled with the information from the master record. In the example, fields Language (101) and primary author (700) are copied from the master record to the track description.

- The link field is created and some essential values are already filled in. The link field depends on the record format and/or the link type. In the Smart format, the link field is always 900. In the UNIMARC format it depends on the link type.

Optionally, according to the parameters in AFO 153, the volume field (typically \$v) can be automatically filled in. This is convenient for CDs and that kind of material, but not for articles, so it is an option.

The publication type for the analytical entry is automatically set to type 6 (analytical) – as specified in the link definition in AFO 153.

Enter the title of the track in the appropriate field and save the record.

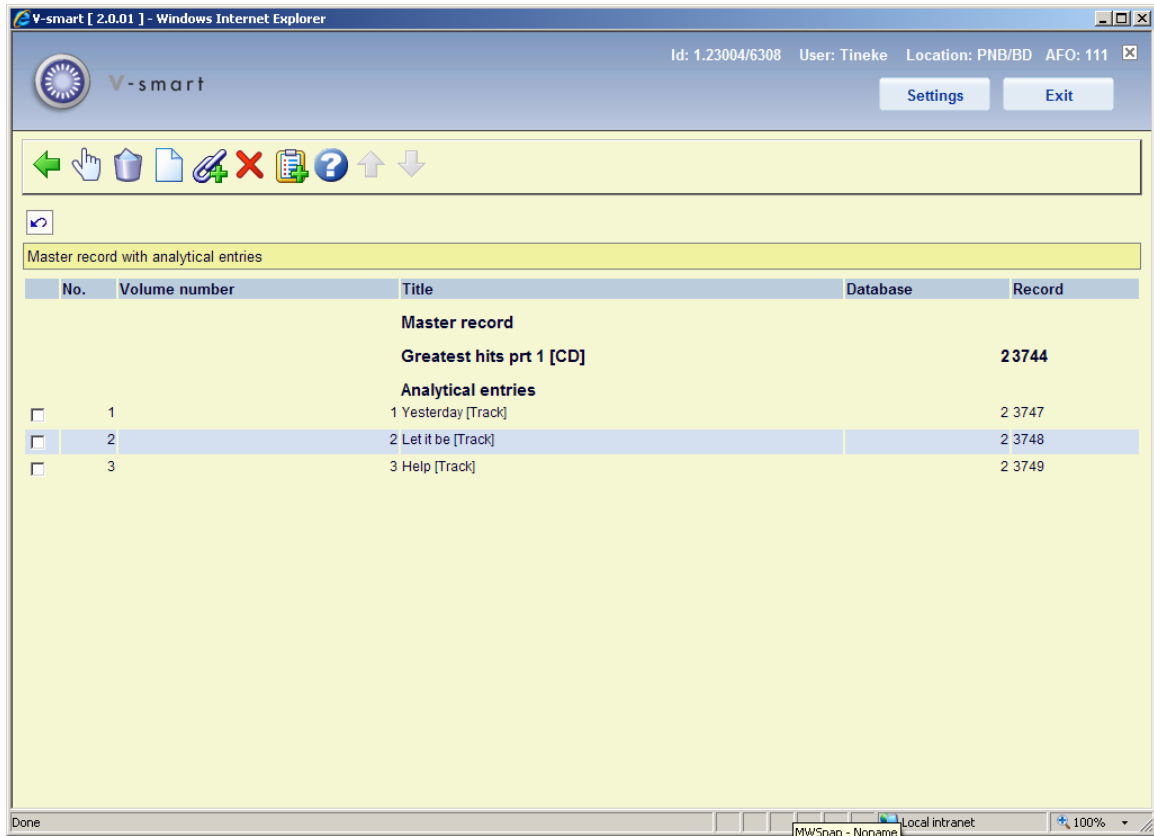


The screenshot shows a library management interface with a toolbar at the top containing icons for back, save, delete, print, refresh, and search. Below the toolbar, the record details are displayed in a table format:

Record	Actions	Edit	2.3747
Language	Publication	eng [English]	
Title	Gen. mat.	35 [Track]	
	Main title	Yesterday	
Author [pri.]	Authority	Auth 4:1492	
	Last name	Beatles	
Relationship	Record	Bib:2:3744	
	Type	11 [Absorbed in part]	
	Volume	1	
	Title	Greatest hits prt 1	

Use the **Back** option to go directly back to Analytic Overview screen.

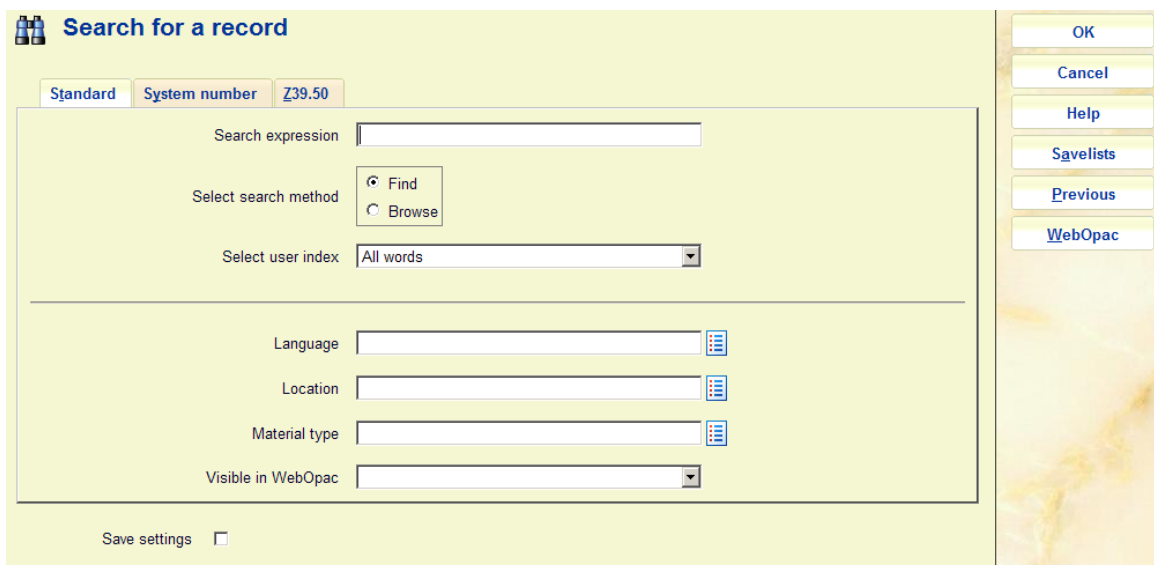
So far 3 tracks have been entered:



### 3.2 Link existing analytics

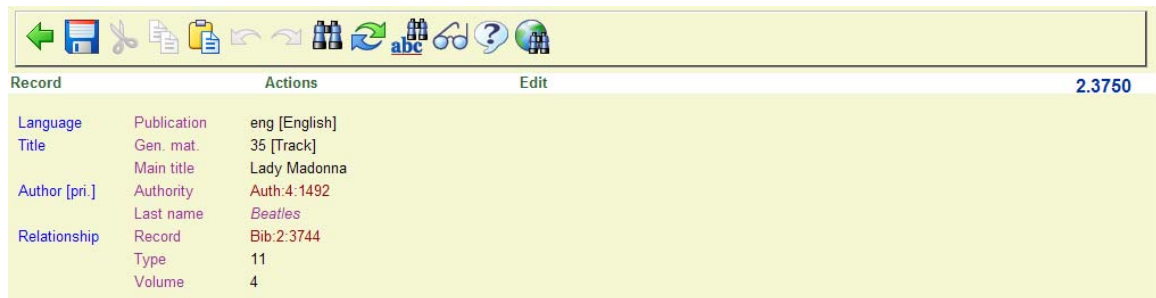
It is also possible to link an existing record to a "master" record, or to link one analytical entry to several "master" records.

When you select this option the standard bibliographic Search form appears:





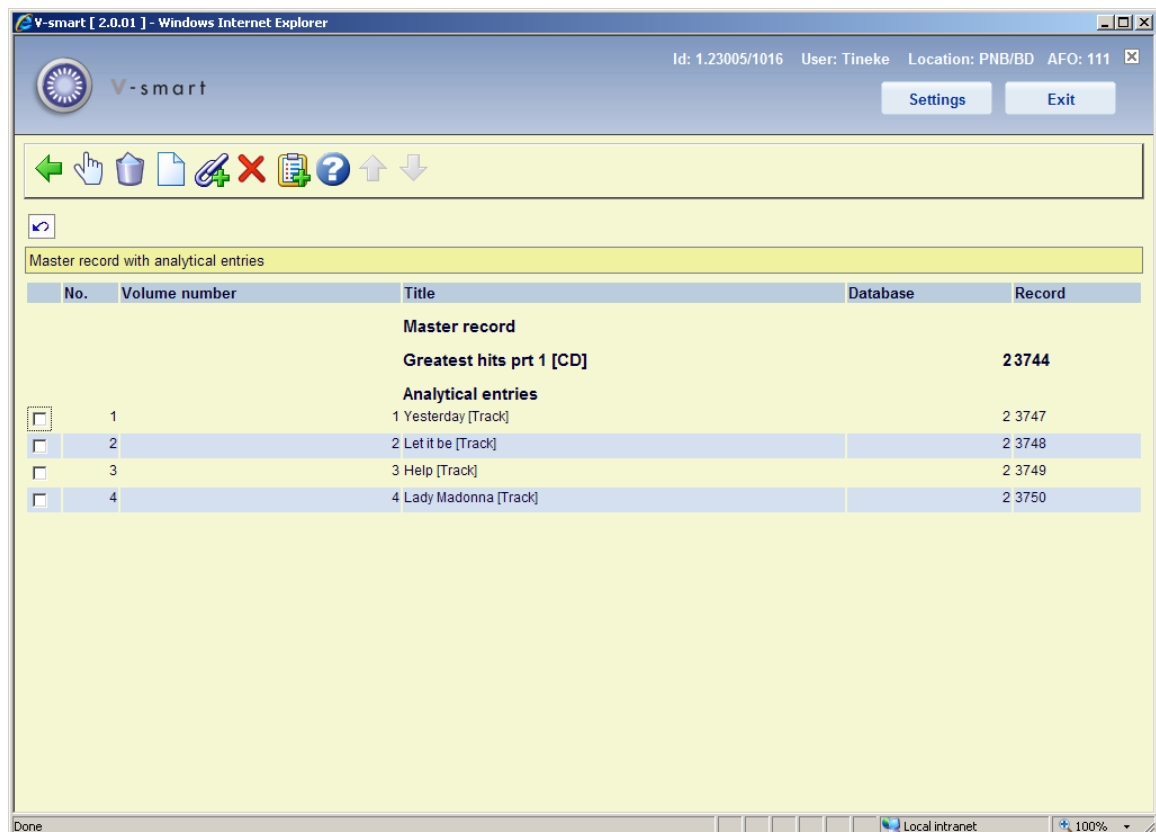
Search for a record, click on it and the system will go directly to the editor (not to the Record Overview screen). The *fields to copy* and the *link field* are copied as defined.



Record	Actions	Edit	2.3750
Language	Publication	eng [English]	
Title	Gen. mat.	35 [Track]	
	Main title	Lady Madonna	
Author [pri.]	Authority	Auth:4:1492	
	Last name	Beatles	
Relationship	Record	Bib:2:3744	
	Type	11	
	Volume	4	

Note that during this action, the link template is shown even if the record has another last used template. The contents of the last used template are not modified. So when later you edit this record independently, the template may be different.

After finishing editing, go back to the search form and click **Cancel**, this takes you back to the Analytical Overview screen, with the new entry appearing:



No.	Volume number	Title	Database	Record
<b>Master record</b>				
		<b>Greatest hits prt 1 [CD]</b>		<b>2 3744</b>
<b>Analytical entries</b>				
<input type="checkbox"/>	1	1 Yesterday [Track]		2 3747
<input type="checkbox"/>	2	2 Let it be [Track]		2 3748
<input type="checkbox"/>	3	3 Help [Track]		2 3749
<input type="checkbox"/>	4	4 Lady Madonna [Track]		2 3750

The master record has all its links with the analytical entries, it is type 19 [Absorbed in part by]:

Record	Actions	Edit	2.3744
Language	Publication	eng [English]	
Title	Main title	Greatest hits prt 1	
	Gen. mat.	3 [CD]	
Author [pri.]	Authority	Auth:4:1492	
	Function	040 [Artist]	
	Last name	Beatles	
Relationship	Record	Bib:2:3747	
	Type	19 [Absorbed in part by]	
	Volume	1	
	Title	Yesterday	
Relationship	Record	Bib:2:3748	
	Type	19 [Absorbed in part by]	
	Volume	2	
	Title	Let it be	
Relationship	Record	Bib:2:3749	
	Type	19 [Absorbed in part by]	
	Volume	3	
	Title	Help	
Relationship	Record	Bib:2:3750	
	Type	19 [Absorbed in part by]	
	Volume	4	
	Title	Lady Madonna	

As this is defined as a reciprocal type of link, the link type number in the analytical entry is 11:

Record	Actions	Edit	2.3749
Language	Publication	eng [English]	
Title	Gen. mat.	35 [Track]	
	Main title	Help	
Author [pri.]	Authority	Auth:4:1492	
	Last name	Beatles	
Relationship	Record	Bib:2:3744	
	Type	11 [Absorbed in part]	
	Volume	3	
	Title	Greatest hits prt 1	

In the WebOpac this might display as follows (depending of course on the template that is used):

Full description	
Title 2	Greatest hits prt 1
Record Number	3744
General material designation	CD
First author	Beatles <<---Click here to find other works
Relations	
Absorbed in part by	4 Lady Madonna [Track]
	3 Help [Track]
	2 Let it be [Track]
	1 Yesterday [Track]

**Please note**

You can also use the regular method of adding reciprocal links between records by entering a 900 tag (Smart format) or a 46X tag (UniMARC format) and selecting the relevant link type. This does *not* rely on a specific template that is set up for analytical linking.

- **Document control - Change History**

<b>Version</b>	<b>Date</b>	<b>Change description</b>	<b>Author</b>
1.0	June 2009	creation part of 3.0 updates	